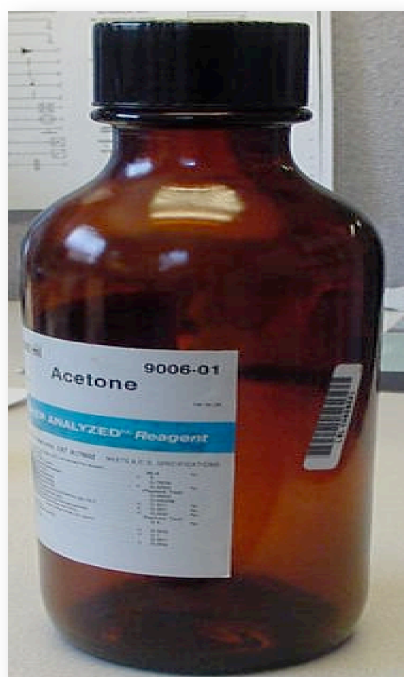


Materials Safety

Chemical Inventory Assistance Program

December 1, 2005—March 15, 2006



Implementation of the LBNL Chemical Management System tracking system for chemical containers is very spotty in the Materials Sciences Division. Overall completion of labeling and data entry is about 50%. This will earn the Division a failing grade in the coming EH&S assessments next winter and spring. Failing grades are bad!

In order to catch up with the inventory of chemicals in CMS labs, I am offering help with data entry during a one-time “Assistance Program”, running through March 15, 2006! (Note: The Chemical Management System only applies to chemical containers in LBNL buildings)

During this time, if you complete the chemical inventory in your lab using the provided paper data sheets, the MSD front office will enter uninventoried chemical containers into the computer for you! It is estimated that this help will save graduate students in MSD between 30 and 180 minutes of computer entry time!

Simply follow the steps below and turn the complete and legible data sheets into Carmen Ross in the Division office and she will do the data entry. After March 15, this offer is null and void!

- Apply bar code vertically on bottle
- Complete chemical record sheet, placing matching barcode (or writing the number for previously labeled containers) on the sheet

- Copy the data sheet for your records (important!) and turn the original in to Carmen Ross in 66-239.
- Sit back and relax! The rest of the work will be done for you.
- Please note that after March 15, I will be regularly reviewing CMS implementation in your work area and you will be required to enter chemicals into the database without the assistance of the Division office.

You are still responsible for removing chemicals from the inventory when they are used up or disposed of. Contact Rick Kelly or Paul Johnson for a description of the process for getting old containers taken off the inventory.

If you have containers that were bar coded but not entered into the computer, this inventory assistance process may not completely correct this problem. We will address this problem in a future edition of *Materials Safety*. Contact Rick Kelly (510.486.4088, RJKelly@lbl.gov) if you need help.





Chemical Management System Multi-Container Inventory



Place Barcode label here			*Chemical Name:		Number of Containers		*Container size:		*Container Unit:	
*Temperature: > Ambient = Ambient < Ambient C Cryogen	*Pressure: > Ambient = Ambient < Ambient C Cryogen	CAS #:	*Owner Name or ID		*Container Type:	*Building:	*Room:			
		Concentration:	Unit:	Location note:						

Place Barcode label here			*Chemical Name:		Number of Containers		*Container size:		*Container Unit:	
*Temperature: > Ambient = Ambient < Ambient C Cryogen	*Pressure: > Ambient = Ambient < Ambient C Cryogen	CAS #:	*Owner Name or ID		*Container Type:	*Building:	*Room:			
		Concentration:	Unit:	Location note:						

Place Barcode label here			*Chemical Name:		Number of Containers		*Container size:		*Container Unit:	
*Temperature: > Ambient = Ambient < Ambient C Cryogen	*Pressure: > Ambient = Ambient < Ambient C Cryogen	CAS #:	*Owner Name or ID		*Container Type:	*Building:	*Room:			
		Concentration:	Unit:	Location note:						

Place Barcode label here			*Chemical Name:		Number of Containers		*Container size:		*Container Unit:	
*Temperature: > Ambient = Ambient < Ambient C Cryogen	*Pressure: > Ambient = Ambient < Ambient C Cryogen	CAS #:	*Owner Name or ID		*Container Type:	*Building:	*Room:			
		Concentration:	Unit:	Location note:						